

Office of Safety and Mission Assurance

TO: Distribution

FROM: Deputy Chief, Safety and Mission Assurance
Chair, Quality and Safety Achievement Recognition (QASAR) Award Program

SUBJECT: 2011 QASAR Award Program - Request for Nominations

The QASAR Award Program promotes quality, safety, leadership, productivity, performance, teamwork, and improvement throughout NASA. The award recognizes individual government and contractor employees at NASA Headquarters and Centers who have demonstrated exemplary performance in contributing to the quality and/or safety of products, services, processes, or management programs and activities.

All NASA employees may nominate individuals for the 2011 QASAR awards. The QASAR award process will be performed electronically using the Safety and Mission Assurance Requirements Tracking System (SMARTS) at <http://smarts.grc.nasa.gov/app/index.cfm>. QASAR award contacts and Safety and Mission Assurance Directors should open an account. Each Center and Headquarters may submit one nomination for each category to the QASAR Award Board for review and selection. QASAR award nomination guidelines are enclosed. The QASAR nomination period is the same as a fiscal year, October 1, 2010 – September 30, 2011.

The QASAR awards will be presented at the NASA Honor Awards Ceremony at Project Management Challenge 2012 on February 22, 2012, in Orlando, FL (see <http://pmchallenge.gsfc.nasa.gov>.) Thank you for your continued support of this program. If you have any questions or need to reassign a QASAR POC, call Ms. Kelly Kabiri, QASAR Program Manager, on (202) 358-0590.

Wilson B. Harkins

Enclosure

2011 Quality and Safety Achievement Recognition (QASAR) Award Nomination Guidelines

I. QASAR Award Purpose

The QASAR Award recognizes individuals from NASA and prime/subcontractor organizations who have exhibited exemplary performance contributing to significant quality improvements to products or services for NASA, or safety initiatives within products, programs, processes, the environment, or management activities.

II. QASAR Award Nomination Responsibilities

Any NASA employee or NASA contractor may nominate an eligible individual to receive a QASAR Award through the Safety and Mission Assurance Requirements Tracking System (SMARTS) at <http://smarts.grc.nasa.gov/app/index.cfm>. QASAR Award nominations may also be submitted to the cognizant Headquarters or Center QASAR Award representative (see QASAR POC column in table below). The QASAR POC will interface with the Center Director and Safety and Mission Assurance (SMA) Director to ensure nominations entered are approved prior to submission. Centers may send one nomination in each category. Nominations must be submitted no later than October 1, 2011, and scored by SMA Directors by November 21, 2011. With respect to this award process, Jet Propulsion Laboratory is considered a NASA Center.

III. QASAR Award Categories

Category 1: Most significant quality or safety contribution from a NASA federal employee within the NASA SMA organization.

Category 2: Most significant quality and safety contribution from a NASA contractor employee within the NASA SMA organization.

Category 3: Most significant quality or safety contribution from a NASA federal employee external within the NASA SMA organization.

Category 4: Most significant quality and safety contribution from a NASA contractor employee external to the NASA SMA organization.

Category 5: Career achievement award for sustained commitment and contributions to enhancing and improving the quality and safety of programs across NASA from a NASA contractor or federal employee.

IV. QASAR Format Requirements

The entire award process will be conducted using the QASAR Award SMARTS. The SMARTS application requires the same nomination information as previous years: QASAR category, name of nominee, organization, justification, citation, date, and signature of Center Director. The QASAR Award nomination form is on the SMARTS home page.

V. QASAR Eligibility Requirements

All NASA employees and NASA contractors are eligible to be nominated for the QASAR award in the category that reflects their status at the time of submittal. The award period is October 1, 2010 – September 30, 2011.

VI. QASAR Process Participants

The QASAR Chair is the Deputy Chief, Safety and Mission Assurance, who annually requests nominations for the QASAR Awards. Nominations are approved by the nominating Center SMA Director and Center Director's office. The QASAR Award Board, composed of the Center SMA Directors, review and score the nominations and select the QASAR Award recipients.

Location	SMA Director	QASAR POC
ARC	Charles Duff	Douglas L. Smith
DFRC	Vince Chacon	Miriam Rodon
GRC	Tom Hartline	Jerri Ling
GSFC	Judith N. Bruner	Eric Isaac
HQ	Dave Redman	Dave Redman
JPL	Matt Landano	Leslie Lamb
JSC	Terrence Wilcutt	Brenda Lancaster
KSC	Michael Wetmore	Chris Weaver
LaRC	Grant Watson	John Malone
MSFC	Herb Shivers (Acting)	Peter Allen
SSC	Freddie Douglas	Keith Pierce

VII. Draft Timeline

September 30, 2011	Last day to submit nomination through SMARTS
October 1-30, 2011	Centers review and approve nominees, one per category
November 1-21	SMA Directors score nominations through SMARTS
December 2, 2011	Reports sent to SMA Directors
December 8, 2011	Decision meeting among SMA Director

VIII. QASAR Award Evaluation and Validation Factors for Categories 1-4

The Center SMA Directors will review and score the nominations and the QASAR Award Board selects one recipient in each category. They may not score their own Center's nominee. Nominations should indicate how the individual impacted the Agency, mission, and program or project he or she is supporting. An individual must accomplish at least one of the following:

- Identify or implement significant quality or safety improvements to NASA products, services, or processes
- Institute continuous quality or safety improvement through NASA and/or contractor action teams
- Identify potential quality or safety problems and recommended corrective action to preclude mishaps or major system failures or unavailability impacts
- Advance the quality and safety profession through other significant accomplishments.

Metrics must be included in the nomination to demonstrate improvement in specific areas of consideration. The questions below are evaluated at 25 points each.

1.0 Safety, quality, maintainability, and reliability

- Did the individual identify an operational hazard, a failure mode, or a quality defect that, if not corrected, could cause injury to personnel and/or damage to or failure of ground support equipment or flight hardware or software?
- 2.0 Productivity and Teamwork
- Did the individual contribute substantially to a significant improvement in NASA/Contractor teamwork and partnership for quality and safety? Did the individual identify something that was undetected? Did they assure corrective action was accomplished? Did this teamwork result in a significant savings in resources due to an increase in productivity or a reduction in waste.
- 3.0 Savings and improvement
- Did the individual make recommendations that resulted in significantly improved product or service quality or safety, safety methods, safety procedures, and/or significant process savings? Or did the changed process result in better reliability and safety even if the changes resulted in additional cost?
- 4.0 Leadership
- Did the nominee display exceptional leadership in contributing actively to the safety and mission success goals of NASA and/or the Center or Component Facilities? Has this individual ensured that safety and mission success requirements are communicated, understood, implemented, and not comprised?

IX. QASAR Award Evaluation and Validation Factors for Lifetime Achievement Award

Category 5, Career Achievement Award for sustained commitment and contributions to enhancing and improving the quality and safety of programs across NASA from a NASA contractor or federal employee, is introduced this year for the first time. Metrics must be included in the nomination to demonstrate achievement in specific areas of consideration. The questions below are evaluated at 25 points each.

- 1.0 Did the individual make one or more outstanding contributions and demonstrate far reaching influence on assuring or improving quality and safety?
- 2.0 Did the individual's efforts span decades to enhance quality and safety beyond the normal work expectations?
- 3.0 Is there general recognition of the nominee as having been highly committed to quality and safety throughout his/her career? Has the nominee led or inspired the advancement of NASA's quality and safety by example?
- 4.0 Did the nominee display exceptional knowledge and contribute actively to the safety and mission success goals of NASA and/or the Center or Component Facilities?

X. Awards

Winners are notified and presented a plaque at the NASA Project Management Challenge 2012, in Orlando, FL, February 22, 2012. Center SMA Offices will not pay for the award or travel expenses of the winner to attend the award ceremony. Award winners are responsible for their own travel to the award ceremony.

Officials-in-Charge of Headquarters Offices (March 22, 2011)

Administrator/Mr. Bolden

Deputy Administrator/Ms. Garver

Associate Administrator/Mr. Scolese

Chief of Staff/Mr. Radzanowski

Associate Deputy Administrator/Mr. Keegan

Associate Deputy Administrator for Policy Integration/Dr. Keiser

Assistant Associate Administrator/Mr. Maples (Acting)

Deputy Chief of Staff and White House Liaison/Mr. Noble

Chief Financial Officer/Dr. Robinson

Chief Information Officer/Ms. Cureton

Chief Engineer/Dr. Ryschkewitsch

Chief Health and Medical Officer/Dr. Williams

Chief Safety and Mission Assurance/Mr. O'Connor

Chief Scientist/Dr. Abdalati

Chief Technologist/Dr. Braun

General Counsel/Mr. Wholley

Inspector General/Mr. Martin

Associate Administrator for Communications/Mr. Weaver

Associate Administrator for Diversity and Equal Opportunity/Ms. Manuel

Associate Administrator for Education/Mr. Melvin

Associate Administrator for Independent Program and Cost Evaluation/Dr. Hawes

Associate Administrator for International and Interagency Relations/Mr. O'Brien

Associate Administrator for Legislative and Intergovernmental Affairs/Mr. Statler

Associate Administrator for Small Business Programs/Mr. Delgado

Associate Administrator for Aeronautics Research Mission Directorate/Dr. Shin

Associate Administrator for Exploration Systems Mission Directorate/Mr. Cooke

Associate Administrator for Science Mission Directorate/Dr. Weiler

Associate Administrator for Space Operations Mission Directorate/Mr. Gerstenmaier

Associate Administrator for Mission Support Directorate/Dr. Whitlow

- Assistant Administrator for Human Capital Management/Mr. Henn (Acting)
- Assistant Administrator for Strategic Infrastructure/Ms. Dominguez
- Executive Director, Headquarters Operations/Ms. Hollander (Acting)
- Executive Director, NSSC/Mr. Smith (Acting)
- Assistant Administrator for Agency Operations/Mr. Luedtke
 - Assistant Administrator for Internal Controls and Management Systems/Mr. Becker
 - Assistant Administrator for Procurement/Mr. McNally
 - Assistant Administrator for Protective Services/Mr. Forsythe
 - Director, NASA Management Office/Dr. Trinh

Directors, NASA Centers

Ames Research Center/Dr. Worden
Dryden Flight Research Center/Mr. McBride
Glenn Research Center/Mr. Lugo
Goddard Space Flight Center/Mr. Strain
Jet Propulsion Laboratory/Dr. Elachi
Johnson Space Center/Mr. Coats
Kennedy Space Center/Mr. Cabana
Langley Research Center/Ms. Roe
Marshall Space Flight Center/Mr. Lightfoot
Stennis Space Center/Mr. Scheuermann

SMA Directors and QASAR POCs

Ames Research Center/Mr. Duff
/Mr. D. Smith
Dryden Flight Research Center/Mr. Chacon
/Ms. Rodon
Glenn Research Center/Mr. Hartline
/Ms. Ling
Goddard Space Flight Center/Ms. Bruner
/Mr. Isaac
Headquarters/Mr. O'Connor
/Mr. Redman
Jet Propulsion Laboratory/Mr. Landano
/Ms. Lamb
Johnson Space Center/Mr. Wilcutt
/Ms. Lancaster
Kennedy Space Center/Mr. Wetmore
/Ms. Singleton
Langley Research Center/Mr. Watson
/Mr. Malone
Marshall Space Flight Center/Mr. Shivers
/Mr. Allen
Stennis Space Center/Mr. Douglas
/Mr. Pierce

cc:

Deputy Chief Financial Officer/Mr. Bowie
Deputy AA for Public Outreach/Mr. Ladwig
Executive Secretariat/Mr. Box
Office of the Administrator/Ms. Palacios
Office of the Administrator/Ms. Simms
Office of the Administrator/Ms. Sweeney
Office of the Deputy Administrator/Ms. Holland
Office of the Deputy Administrator/Ms. Manuel
Office of the Deputy Administrator/Mr. McIntosh
Office of the Associate Administrator/Ms. Reynolds

TO: Distribution

FROM: Deputy Chief, Safety and Mission Assurance

SUBJECT: 2011 Quality and Safety Achievement Recognition (QASAR) Award
Program-Request for Nominations

RO/Kabiri's Chron/K. Kabiri/jm/x2586:06/11/11

File located: U: q groups/qm/correspondence/QASAR 2011/2011QASARKickoffletter.doc

Concurrence	RO/Kabiri	RO/L. Loewy	RO/Mexcur	OSMA/Harkins
Initials				
Date				